

PROBATE COURT OF CLARK COUNTY, OHIO

Richard P. Carey, Judge

ESTATE OF _____, DECEASED

Case No. _____, 20____

**FIDUCIARY'S ACCEPTANCE
(EXECUTOR - ADMINISTRATOR)**

Revised Code, Sec. 2109.02, 2109.30, 2109.301
For Date of Death on or after January 1, 2002

I, the undersigned, hereby accept the duties, which are required of me by law, and such additional duties as are

Ordered by the Court having jurisdiction of the subject matter of the trust, as _____
(EXECUTOR-ADMINISTRATOR)

Among those duties are:

1. Collecting assets and administering same according to law.
2. Depositing funds, which come into his hands, in a lawful depository located in this state.
3. Giving notice of admission of Will to probate to others within two (2) weeks of admission of Will.
4. Filing a certificate of giving said notice within two months after my appointment.
5. Making and filing an inventory and appraisal of such assets within ninety (90) days after appointment, unless the court extends the time for good cause shown.
6. After inventory is filed, if other assets are discovered, filing a report of newly discovered assets within thirty (30) days of such discovery.
7. After three (3) months from appointment, proceeding with diligence to pay debts.
8. Filing a Certificate of Termination, when the Executor or Administrator is the sole legatee or heir.
9. Making and filing an account within six (6) months after appointment, or within thirteen (13) months after appointment in accordance with R.C. 2109.301

I acknowledge that I am subject to removal as such fiduciary if I fail to perform such duties.

I also acknowledge that I am subject to possible penalties for improper conversion of the property, which I hold as such fiduciary.

Signed _____
Fiduciary

Date: _____

NOTE: Sec. 2109.02 Every fiduciary, before entering upon the execution of a trust, shall receive letters of appointment from a probate court having jurisdiction of the subject matter of the trust.

The duties of a fiduciary shall be those required by law, and such additional duties as the court orders. Letters of appointment shall not issue until a fiduciary has executed a written acceptance of his duties, acknowledging that he is subject to removal for failure to perform his duties, and that he is subject to possible penalties for conversion of property that he holds as a fiduciary. The written acceptance may be filed with the application for appointment.